



Privacy Policy

This privacy policy sets out how ADEPT SUSSEX LIMITED uses and protects any information that you give us when you engage with us via this website or by any other means such as by telephone, email or in writing.

ADEPT SUSSEX LIMITED is committed to ensuring that your privacy is protected. Should we ask you to provide certain information by which you can be identified when using this website, you can be assured that it will only be used in accordance with this privacy statement.

ADEPT SUSSEX LIMITED may change this policy from time to time by updating this page. You can check back anytime to see what changes have been made.

What we collect

We collect information from you when you register interest in our services. We may collect the following information:

- Personal information such as your name.
- Contact information including email address and telephone numbers
- Other information relevant to online forms and surveys.

What we do with the information we gather

Information stored or collected regarding you helps us:

- Provide or improve services you need.
- Contact you about your booking or services we think may be of interest to you.
- An existing customer may be contacted regarding services.

Any new customer can only be contacted if consent has been given via any of the means listed at the beginning of this section. We only send communications you have consented to.

Anyone who does not wish to give consent for our site has the opportunity to decline. You can contact info@adeptsussex.co.uk to request removal of your details from our system.

We will not retain your data for longer than necessary for the purposes set out in this notice.



Marketing

From time to time, we would like to send you information about products and services. Your information will be solely used by ADEPT SUSSEX LIMITED and will not be shared with third parties.

You have a right at any time to stop us from contacting you for marketing purposes. If you no longer wish to be contacted, please email info@adeptsussex.co.uk and include your name, telephone number and email address. Alternatively, please write to us at 4 St Wilfrids Place, Seaford, East Sussex. BN25 4LQ.

Access to your data and correction

You have the right to request a copy of the information that we hold about you. To request this information, please email info@adeptsussex.co.uk and include your name, telephone number and email address. Alternatively, please write to us at 4 St Wilfrids Place, Seaford, East Sussex. BN25 4LQ.

Security

We are committed to ensuring that your information is secure. In order to prevent unauthorised access or disclosure, we have put in place suitable procedures to safeguard and secure the information we collect online.

You should understand data transmitted online is not completely secure. We cannot guarantee full protection and security data, only that we take all reasonable action to protect information sent to us via the website. Transmission of any data by you is at your own risk.

About Cookies

A cookie is a small text file which is placed onto your computer (or other electronic device) when you use our website.

Where applicable, this website uses a cookie control system allowing you on your first visit to the website to allow or disallow the use of cookies on your computer/device. This complies with recent legislation requirements for websites to obtain explicit consent from users.

For example, we may monitor how many times you visit the website, which pages you go to, traffic data, location data and the originating domain name of a user's internet service provider, to improve the user's experience whilst visiting the website, and allow us to better



understand how you use it. This information helps us to build a profile of our users. Some of this data will be aggregated or statistical, which means that we will not be able to identify you individually.

You can set your browser not to accept cookies and the websites below tell you how to remove cookies from your browser. However, some of our website features may not function as a result.

Further information on how cookies are generally used, visit www.aboutcookies.org

How will we use the information about you?

We collect information about you so that we can:

- provide the services requested.
- let you know about other products or services that may be of interest to you (see 'Marketing' section).
- detect and prevent fraud.
- customise our website and its content to your preference.
- notify you of any changes to our website or to our services that may affect you.
- improve our services.

Links to other websites

Once you have used these links to leave our site, you should note that we do not have any control over that other website. Therefore, we cannot be responsible for the protection and privacy of any information which you provide while visiting such sites and such sites are not governed by this privacy statement. You should exercise caution and look at the privacy statement applicable to the website in question.

Contacting us

Please feel free to contact us with queries, requests, or comments you may have about our Privacy Policy. We welcome any communication via the email address supplied here info@adeptsussex.co.uk and include your name, telephone number and email address. Alternatively, please write to us at 4 St Wilfrids Place, Seaford, East Sussex. BN25 4LQ.